

RECORD OF PROCEEDINGS

Minutes of: Shelby County Board of Developmental Disabilities Meeting

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Held on August 20, 2018 Page 1

Board Members Present: Kelly Albers, Karen Ballas, Lisa Benanzer, Dallas Davis and Joyce Ruppert.

Board Members Absents: Nate Counts and Tiffany Kemp.

Staff Members Present: Lisa Brady, Kathie Lammers, Travis Mayabb, Darlene Mullen, Krista Oldiges, Nancy Stiefel and Laura Zureich.

Guest: Patti Moore

***Call to Order***

The August meeting of the Shelby County Board of Developmental Disabilities (SCBDD) was called to order by Vice President Lisa Benanzer at 12:06 p.m. in the Shelby County Board of Developmental Disabilities Conference Room.

***Swearing in Board Member***

Human Resource Director Lisa Brady swore in Board Member Dallas Davis with the Oath of Office prior to the Board meeting. The Board thanked Mr. Davis for his willingness to serve a term commencing August 20, 2018, and ending December 31, 2021.

***Moment of Silence***

Vice President Benanzer allowed for a moment of silence asking those in attendance to keep the family of Garry Osborne in their thoughts.

***Adoption of Agenda***

Ms. Albers made a motion that the Board adopts the agenda as submitted. Second by Ms. Ballas. Motion carried.

***Reading of the Mission Statement***

The mission statement was read by all board members present.

***Introductions of the Public***

There were no people from the public in attendance.

***Approval of the June Meeting Minutes***

Ms. Ruppert made a motion that the minutes of the June Board meeting be approved as submitted. Second by Ms. Albers. Motion carried.

***Financial Report***

Superintendent Zureich presented the Financial Report for the month of June and July. As of July 31, 2018, the program had received 60% of budgeted revenues and had expended 58% of budgeted expenditures.

Ms. Albers made a motion that the Board approves the June and July financial reports including the voucher/expenditure reports as presented. Second by Ms. Ballas. Motion carried.

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### ***Presentation***

A presentation on Project Search was given by Upper Valley Career Center training professional Patti K. Moore. Project Search is a one-year, high school transition program for individuals with disabilities. The program provides training and education leading to employment.

### ***Administrative Reports***

- ***Community & Support Services***  
The Community & Support Services report was included in the board packet.
  - Board member Karen Ballas mentioned the direct support professional workforce crisis and the possibility of forming a task force. Superintendent Zureich will set up a follow-up meeting to discuss further.
- ***Early Childhood***  
The Early Childhood report was included in the board packet.
- ***Early Intervention***  
The Early Intervention report was included in the board packet.

### ***Superintendent Report***

Superintendent Zureich updated Board Members on:

- Agreement with the Midwest Regional Educational Service Center providing Resident Educator Services.
- Ohio at a Crossroads: 3 Years Later
- Highlights from Department of Development Disabilities Patterns and Trends Annual Report

18-08-01 Ms. Ballas made a motion that the Board formally approve and adopt CCBDD-SCBDD Joint Policies: #37-90 Drug/Alcohol-Free Workplace, #83-16 Code of Ethics, #62-07 Service & Support Administration, #68-08 Electronic Signatures, #8-84 Leave of Absence and #55-04 Electronic & Technology. Second by Ms. Ruppert. Motion carried.

18-08-02 Ms. Albers made a motion that the Board formally approve the resignation/retirement of Ms. Laura Zureich, Superintendent of CCBDD-SCBDD effective December 31, 2018. The Board thanked Laura for her years of service and dedication to people with disabilities. Second by Ms. Ballas. Motion carried.

18-08-03 Ms. Ruppert made a motion that the Board formally approve the following resignations:

- Ms. Julie Maurer, Service and Support Administrator (SSA), to accept the SSA Team Leader position;
- Mr. Kris Anderson, Service and Support Administrator, effective July 24, 2018;
- Ms. Tania Homan, Service and Support Administrator, effective August 13, 2018;
- Ms. Mary Rodriguez, Transportation Manager, effective July 13, 2018;
- Ms. Jeanine Holthaus, Preschool Instructor, effective June 25, 2018;
- Ms. Collin Brown, Preschool Instructor, effective June 29, 2018;
- Ms. Cori Sanders, Paraprofessional, effective June 18, 2018;

The Board thanked them for their years of service and dedication to people with disabilities. Second by Ms. Ballas. Motion carried.

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18-08-04 Ms. Albers made a motion that the Board formally approve and adopt the following policies: #5-85 Personal Leave, #7-84 Military Leave and #10-84 Holiday Leave. Rescinded Policy include #13-84 Program Calendars. Second by Ms. Ruppert. Motion carried.

18-08-05 Ms. Ballas made a motion that the Board formally approve to contract with Theresa Kirsch, Speech Therapist, to provide services to the Shelby Hills Early Childhood, effective August 22, 2018, thru January 31, 2019, at a contract rate of \$45.00 per hour, not to exceed 469 hours. Second by Mr. Davis. Motion carried.

***Anything for the Good of the Order***

Ms. Albers made a motion to excuse Nate Counts and Tiffany Kemp from the meeting. Second by Mr. Davis. Motion carried.

***Comments from visitors relative to the agenda***

No comments made.

***Executive Session***

Ms. Ballas made a motion that the Board go into Executive Session to consider the employment of a public employee or official at 1:12 p.m. Second by Ms. Albers. A roll call vote was taken as follows: Kelly Albers-Yes, Karen Ballas-Yes, Lisa Benanzer-Yes, Dallas Davis-Yes and Joyce Ruppert-Yes. Motion carried.

***Reconvene***

Ms. Albers made a motion to return to regular session at 1:17 p.m. Second by Ms. Ruppert. A roll call was taken as follows: Kelly Albers-Yes, Karen Ballas-Yes, Lisa Benanzer-Yes, Dallas Davis-Yes and Joyce Ruppert-Yes. Motion carried.

18-08-06 Ms. Ballas made a motion that the Board formally approves offering an Administrative Contract to Leigh Anne Wenning, SCBDD Superintendent, commencing September 10, 2018 through December 31, 2021. Second by Mr. Davis. Motion carried.

***Next Meeting Date***

The next meeting will be held on Monday, September 17, 2018, at 12:00 p.m. in the Shelby County Board of Developmental Disabilities Conference Room.

***Adjournment***

Ms. Ruppert made a motion to adjourn the meeting at 1:19 p.m. Second by Ms. Albers. Motion carried.

Respectfully submitted,

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Mrs. Kelly Albers, Secretary

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Mrs. Darlene Mullen, Administrative Support Manager